


February 14, 2012

Ms. Annie Dookhan


By First Class
And
Certified Mail-RRR

Dear Ms. Dookhan:

This letter is to inform you that a show cause hearing will be held on **DATE, TIME, PLACE**. The Hearing Officer will be a Labor Relations Representative from the Health Cluster in the Executive Office of Health and Human Services.

The purpose of this hearing is to determine what action, up to and including termination, will be taken as a result of the following charges and specifications.

CHARGE: Breach of Drug Laboratory Protocol

Specification: You failed to follow Drug Laboratory Protocol for transfer of drug samples by taking drug samples to be analyzed without having them checked out by the evidence officer, signing the evidence log book, and scanning the samples into the computer tracking system.

CHARGE: Creating a False Record of the Transfer of Drug Samples

Specification: When the log book recording drug transfers was examined by several staff after June 16, 2011 and prior to June 21, 2011 the log book did not contain the initials of the evidence officer or yourself next to the control numbers of the samples you analyzed. When the log book was again examined on June 21, 2011 there were entries next to the control numbers of the samples you analyzed.

The evidence officer denies that she initialed the log book, the initials are not in her handwriting, and she was absent from the workplace between June 15, 2011 and June 27, 2011. You concede that you may have initialed receipt of the samples after the fact.

This hearing will be conducted in accordance with M.G. L. Chapter 31, Sections 41 through 45 and/or your Collective Bargaining Agreement. Copies of M.G.L. Chapter 31, Sections 41 through 45 are enclosed.

You are encouraged to contact your union to arrange representation for this hearing.

Sincerely,

Monica ValdesLupi
Deputy Commissioner

Cc: Linda Han, Director, State Laboratory
Julianne Nassif, Program Director
Marianne Dill, Director of Labor Relations
David C. Young, Labor Relations Specialist, 250 Washington Street
Carol Cormier, Employment Services Director, EOHHS
Karen King, ESM, State Laboratory
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Personnel File